



FREQUENTLY ASKED QUESTIONS

(Or Questions That You Should Ask, But Are Answered Anyway)

REGISTRATION INFO:

So, I've gone to the LSBA website and signed up/paid for the conference. Is my registration complete?

No! You have one more step (sorry about that, but you can do it). You will receive 16 emails to the account that you have registered with the LSBA from GoToWebinar, specifically from customercare@gotowebinar.com. Each of those 16 emails will instruct you how to obtain the **unique links for captioned topic**. We strongly suggest that upon receiving the GoToWebinar emails, you complete your registration, and not wait until the last minute so that your access to programming is not delayed. **Again, you will receive emails from GoToWebinar for each conference session for a total of 16 emails. Each email will instruct you how to obtain the unique link for each session.**

Ok, fine, but I did not get the email from GoToWebinar. Now what?

A few things may be responsible for this issue:

- It's too early. The 16 GoToWebinar emails will be sent closer to the date of the conference.
- The 16 GoToWebinar emails will be sent to the email account that you registered with the LSBA, and not to another email address. So, check the email address that you have registered with the LSBA for the 16 emails.
- Some or all of the 16 GoToWebinar emails may be in your spam/junk folder. Check spam/junk mail for email from customercare@gotowebinar.com. If not there, email techcenter@lsba.org and another email will be sent to the account registered with the LSBA.

Can I just use somebody else's unique links?

Nope! The links are unique to the topic and to each registrant.

I'm only attending a few of the webinars of the conference. Can my tuition be prorated?

No. The conference, like all other Solo, Small Firm & TECH Conferences, is on a pay-one-price basis. Register early to take advantage of early pricing. At \$200 for 14 CLEs, each CLE hour is about \$14.

COMPUTER REQUIREMENTS

What do I need from my end to access the virtual conference?

You will need:

- A desktop/laptop computer (PC or Mac), preferably. Make sure that your device is updated.
 - Reliable, strong internet access
 - Sufficient bandwidth (too many devices pulling from the same internet access may cause connectivity issues – like inability to see the webinar, garbled speech, and/or pixelated viewing).
- To update your router/modem. Check with your internet provider, if necessary.
- **VERY IMPORTANT: Know how to turn on, and adjust the volume of, your speakers.**

GoToWebinar

What is GoToWebinar?

GoToWebinar is the platform that the conference will be using (the same platform used for the daily Covid webinars in 2020). It is like Zoom, but has additional registration attendance features that the bar needs for CLE purposes.

Is a GoToWebinar download required?

No.

Will GoToWebinar or anyone be able to see me from my remote location while attending the conference?

No. Attendees will not be seen or heard.

Will GoToWebinar or anyone be able to see what is on my screen?

No. Attendees' screens are not seen. However, the presenter's screen will be seen by the attendees.

How do I ask questions during a webinar at the conference?

For each webinar, questions can be written in the "CHAT" feature that you will see in the upper right side of your screen. At the appropriate time, the question will be submitted by the moderator (me) to the speaker for response. Please make sure that your question makes sense from a stand-alone viewpoint.

CLE HOURS

How do I get my CLE hours?

After the conference, the bar will receive from GoToWebinar timed attendance records reflecting how long you were online. You will receive CLE credit based on the hours attended.

How do I know what kind of CLE was offered by a webinar that I attended at the conference?

Please refer to the conference schedule. If attending everything, you will have received your entire CLE yearly requirement, including ethics, professionalism and LPM credit.

May I take all my 2021 CLE hours electronically?

Yes, the Supreme Court is allowing this for 2021.

May I carryover extra electronic CLE hours for 2022?

No. Only in-person hours can be carried over to the next year.